

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS

2018 JUN 27 PM 5:10

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): R Street Institute

Travel date(s): May 28, 2018 to June 2, 2018

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	1,344.91	1,023.50	337.29	144.29 (Fee for use of hotel conference rooms)
<input checked="" type="checkbox"/> Actual Amount				

Expenses for Accompanying Spouse or Dependent Child (if applicable):

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate	N/A	N/A	N/A	N/A
<input type="checkbox"/> Actual Amount				

Provide a description of all meetings and events attended. *See Senate Rule 35.2(c)(6).* (Attach additional pages if necessary.): See attached description of all meetings and events.

6/27/2018
(Date)

Kristen Molloy
(Printed name of traveler)

[Signature]
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

6/27/2018
(Date)

[Signature]
(Signature of Supervising Senator/Officer)

Event and Meeting Description

Tuesday, May 29

1. Introductory meeting and presentations in hotel conference room

R Street's Dr. Carrie Wade gave introductory presentations on the nature of addiction and basic principles of harm reduction, and the group talked about housekeeping matters and the week's activities.

2. Meeting with NHS England Addictions Clinical Academic Group, Lambeth Drug and Alcohol Treatment Consortium, Lorraine Hewitt House

The delegation met with several practitioners and clinical experts at a drug and alcohol treatment service in Brixton (Dr. Emily Finch, Clinical Director of Addictions Clinical Academic Group; Dr. Michael Kelleher, Addictions Specialist and Clinical Lead for Lambeth Addictions; and Dr. Luke Mitcheson, Head of Psychology for Addictions Clinical Academic Group.). The practitioners gave presentations on the nature of Britain's drug problem and the role of harm reduction in treatment. They also discussed the Lambeth injectable heroin clinical trial and best clinical practices in addiction. The delegation toured the onsite harm reduction clinic.

3. Dinner at the Grenedier

The delegation ate dinner at a British pub and had time to network with one another and discuss the day's educational material.

Wednesday, May 30

1. Meetings with Harm Reduction International

The delegation heard from several experts at Harm Reduction International, the leading non-governmental organization working to promote harm reduction. Head of advocacy for HRI Fionnuala Murphy gave a presentation on the "10 by 20" campaign, an initiative to have governments redirect 10% of the resources currently spent on ineffective punitive responses to drugs and invest it in harm reduction by 2020. The delegation also discussed the promise and potential limitations of harm reduction in a global context.

2. Meetings with DrugScience

The delegation met with David Nutt, founder of DrugScience and several of his colleagues. DrugScience is an independent, science-led nonprofit on drugs research, which brings together leading drugs experts to carry out original research into drug harms and effects. Discussions focused on scientific analysis surrounding relative risks of various drugs, appropriate regulation of drugs, drug testing and the need for more scientific research on drugs.

3. Reception at the House of Lords

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): R Street Institute
2. Description of the trip: Educational visit for congressional staffers to learn about harm reduction
3. Dates of travel: Monday, May 28- Saturday, June 2, 2018
4. Place of travel: London, United Kingdom
5. Name and title of Senate invitees: See attached page
6. I *certify* that the trip fits one of the following categories:
 - ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
 - OR -
 - ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
 - AND -
 - ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
 - ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
 - AND -
 - ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

- OR -

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

- OR -

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

N/A

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The R Street Institute is the sole sponsor organizing and conducting all aspects of this trip.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

R Street is a nonprofit public policy research organization that supports integrated harm reduction with opioid, tobacco and drug use as central elements. This trip will educate policymakers' staff on harm reduction concepts and allow them to evaluate successes and potentials in harm reduction.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

This will be the first congressional trip we have sponsored.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

As a public policy research organization, education is central to R Street's mission. We publish a variety of policy studies and articles and frequently host educational briefings and meeting with staffers on Capitol Hill.

16. Total Expenses for Each Participant:

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate	\$751.80- Flight \$100- Underground Fare	\$1,023.50	\$600	\$144.29- Fee for use of hotel conference room facilities
<input type="checkbox"/> Actual Amounts	\$150- Private transportation to and from airport			

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

This event is organized specifically with regard to congressional participation.

18. Reason for selecting the location of the event or trip

The UK is a global leader in integrating harm reduction in its public health programs. Senate staff will meet with British public health providers, clinical experts and civil servants to learn from their approach.

19. Name and location of hotel or other lodging facility:

Radisson Blu Edwardian Grafton: 130 Tottenham Court Rd, Fitzrovia, London W1T 5AY, UK

20. Reason(s) for selecting hotel or other lodging facility:

We were able to get an affordable rate through a group discount as well as access to conference rooms for meetings. We also selected this hotel due to its proximity to central London and a tube station.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Daily expenses for lodging, meals and other expenses will be less than the maximum per diem rate for official Federal Government travel.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

We will be flying coach class.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

No entertainment will be provided.

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor: 

Name and Title: Caroline Kitchens, Federal Affairs Manager

Name of Organization: R Street Institute

Address: 1212 New York Ave NW, Suite 900, Washington DC, 20005

Telephone Number: (202) 862-5820

Fax Number:

E-mail Address: ckitchens@rstreet.org



9:00am-10:15am	<p>Lecture on addiction by Carrie Wade</p> <p>Hotel Conference Room</p> <p><i>Dr. Carrie Wade will present her lecture "Neuroscience of Addiction: Is it a Choice?" Dr. Wade will cover:</i></p> <ol style="list-style-type: none"> <i>1. What is addiction, 2) what are the disruptions in addiction, 3) how does a neurobiological framework benefit diagnosis, treatment and recovery?</i>
10:15am	<p>London Underground Transit to Harm Reduction International</p> <p>Warren Street Station to Elephant and Castle, transfer Oxford Circus</p>
11:00am-1:00pm	<p>Lunch meeting with Harm Reduction International</p> <p>Unit 2C09 Southbank Technopark, 90 London Road, London SE1 LN</p> <p><i>Lunch presentation and discussion with Fionnuala Murphy, head of advocacy for Harm Reduction International, the leading non-government organization working to promote and expand support for harm reduction. Murphy's presentation will focus on the "10 by 20" campaign, Harm Reduction International initiative to have governments redirect 10% of the resources currently spent on ineffective punitive responses to drugs and invest it in harm reduction by 2020.</i></p>
1:00pm-2:00pm	<p>London Underground Transit to Hotel</p> <p>Elephant and Castle to Warren Street Station, transfer Oxford Circus</p>
2:00pm-5:30pm	<p>Meet with DrugScience</p> <p>Hotel Conference Room: Radisson Blu Edwardian Grafton</p> <p><i>DrugScience is an independent, science-led nonprofit on drugs research, which brings together leading drugs experts to carry out original research into drug harms and effects.</i></p>
5:30pm-6:00pm	<p>London Underground Transit to House of Lords</p> <p>Warren Street Station to Westminster, transfer Green Park</p>
6:00pm-8:00pm	<p>Reception</p> <p>House of Lords</p>



1212 New York Ave NW
Suite 900
Washington, DC 20005
202.525.5717

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The reception will feature informal presentations from Steve Rolles, Founder of Transform Drug Policy Foundation; Carrie Wade, R Street; and David Badcock, CEO DrugScience. Presenters will discuss their organization's priorities and activities in the harm reduction space.

Thursday, May 31

10:00am-12:00pm

Meet with Peter Hajek, Wolfson Institute of Preventive Medicine
Hotel Conference Room

Professor Peter Hajek is Director of Tobacco Dependence Research Unit at the Wolfson Institute of Preventive Medicine. Dr. Hajek will discuss his scientific research on tobacco harm reduction, including the "Maudsley Model", the withdrawal-oriented treatment for smokers that he developed which is now used across the UK Specialist Stop-Smoking Service and abroad.

12:00pm-1:00pm

Catered Lunch and Discussion Time

1:00pm-3:00pm

Meet with Sarah Jakes and Gerry Stimson, New Nicotine Alliance UK
Hotel Conference Room

New Nicotine Alliance is a UK-based non-profit group that promotes and supports tobacco harm reduction.

Gerry Stimson will discuss a legal and ethical framework for tobacco harm reduction. Sarah Jakes will present on consumer advocacy for tobacco harm reduction.

3:00pm-5:00pm

Meet with Christopher Russell, Centre for Substance Use Research
Hotel Conference Room

CSUR is a research agency studying substance use and abuse using qualitative and quantitative methods. Dr. Russell will discuss research on e-cigarette use patterns in both the UK and US.

5:00pm

R Street Institute: Dinner with Christopher Russell; bookkeeping and preparation time for lecture

Delegates: networking time, dinner, personal time

Friday, June 1

10:00am-4:00pm

Meetings at Guildhall Conference Room, City of London

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Molloy, Kristen (Kaine)

From: Caroline Kitchens <ckitchens@rstreet.org>
Sent: Friday, March 23, 2018 9:13 AM
To: Molloy, Kristen (Kaine)
Cc: Carrie Wade
Subject: Invitation: R Street Harm Reduction Staffdel in London

Dear Kristen,

I hope this email finds you well. R Street is planning an educational visit for a select group of bipartisan Congressional staffers to go the United Kingdom to learn about harm reduction strategies in public health, and we would like to cordially invite you to be part of our delegation.

The trip will take place in London from Monday, May 28 through Saturday, June 2, 2018. The goal is to educate U.S. policymakers on harm-reduction philosophy and programs as a strategy to reduce the negative consequences associated with risk behaviors and addiction, with a special emphasis on opioids and tobacco use. As such, we will be meeting with British public health providers, clinical experts and civil servants to discuss the UK's unique regulatory approach. We will also be hosting a reception at the Houses of Parliament.

This trip is in accordance with Congressional ethics rules and will not be financed in any part by registered federal lobbyists or foreign agents. The memo attached includes more detailed information about the goals of the trip.

Please let us know if you may be interested, and we will send you the forms to get you started on next steps with Ethics. We would also be happy to come by your office to discuss the trip in person if it would be helpful. If you have questions, do not hesitate to reach out via email or by phone at 919-830-3140.

We hope you will be able to join us and look forward to hearing from you soon.

Best regards,
Caroline

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United States Senate

SELECT COMMITTEE ON ETHICS

May 10, 2018

Kristen Molloy
Office of Senator Tim Kaine
United States Senate
Washington, DC 20510

Dear Ms. Molloy:

This responds to your recent correspondence concerning an invitation you received to travel on the *R Street Congressional Delegation on Harm Reduction* to London, England, from May 28 to June 2, 2018, sponsored by the R Street Institute (R Street). R Street certified to the Select Committee on Ethics (the Committee) that it will pay the *necessary expenses*¹ related to the travel and that it is neither a lobbyist, nor lobbying firm, nor agent of a foreign principal, and it is not otherwise acting as a representative or agent of a foreign government. R Street has also certified that it does not retain or employ a registered lobbyist or agent of a foreign principal and that no registered lobbyist will accompany you at *any point throughout your trip*.²

Based on information and materials available to the Committee, and assuming the **actual** travel and travel-related expenses conform to the information and materials you provided, it appears that the proposed payment or reimbursement of necessary expenses for this trip **may be accepted** under relevant Senate Rules and the Committee's *Regulations and Guidelines for Privately-Sponsored Travel*, so long as at the time of the payment or reimbursement, R Street is neither a registered lobbyist nor lobbying firm under the Lobbying Disclosure Act of 1995, nor an agent of a foreign principal under the Foreign Agents Registration Act (and is not otherwise acting as a representative or agent of a foreign government), and provided the travel and all required documents are disclosed to the Secretary of the Senate in accordance with the provisions of Senate Rules 34 and 35.

Under Senate Rule 35, Senate staff must receive advance authorization signed by the Member or officer under whose direct supervision the individual works in order to accept payment or reimbursement for necessary expenses related to fact-finding travel. Further, such authorization and expenses must be disclosed to the Secretary of the Senate by filing the completed *Employee Pre-Travel Authorization* and the *Employee Post-Travel Disclosure of Travel Expenses* (Form RE-1 and Form RE-2), along with a copy of the *Private Sponsor Travel*

¹ The term “necessary expenses” has a specific definition. See *Select Committee on Ethics’ Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms* at 8.

² The term “any point throughout your trip” has a specific definition. See *Select Committee on Ethics’ Regulations and Guidelines for Privately-Sponsored Travel – Glossary of Terms* at 2.

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics** in SH-220. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

ETHIC APR26'18PM 3:28

Name of Traveler: Kristen MolloyEmploying Office/Committee: Senator Tim KainePrivate Sponsor(s) (list all): R Street InstituteTravel date(s): Monday May 28, 2018-Saturday June 2, 2018*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*Destination(s): London, England

Explain how this trip is specifically connected to the traveler's official or representational duties:

Staffer is lead health staffer for Senator handling opioid issues and other public health concerns, as it relates to the Senator's role on the HELP Committee. Currently, the HELP Committee has been working on legislation relating to the opioid epidemic which has had a significant impact on Virginia.

Name of accompanying family member (if any): n/aRelationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

4.26.2018

(Date)

Kristen Molloy

(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

Senator Tim KaineKristen MolloyI, Senator Tim Kaine hereby authorize Kristen Molloy

(Print Senator's/Officer's Name)

(Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

4.26.2018

(Date)

Tim Kaine

(Signature of Supervising Senator/Officer)

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should **NOT** submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

-
1. Sponsor(s) of the trip (please list all sponsors): R Street Institute
2. Description of the trip: Educational visit for Congressional staffers to learn about harm reduction strategies in public health based on the United Kingdom's model
3. Dates of travel: Monday, May 28- Saturday, June 2, 2018
4. Place of travel: London, United Kingdom
5. Name and title of Senate invitees: See attached page
6. I *certify* that the trip fits one of the following categories:
- ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
- OR -
- ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
- AND -
- ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
- ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
- AND -
- ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

– OR –

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (see questions 6 and 10).

– OR –

☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

N/A

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

The R Street Institute is organizing and conducting all aspects of the trip independently.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

The R Street Institute is a nonprofit public policy research organization that supports integrated harm reduction with tobacco, opioid and drug use as central elements. This trip will educate policymakers' staff on harm reduction concepts and allow them to evaluate successes and potentials in harm reduction.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

This will be the first congressional trip we have sponsored.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Daily expenses for lodging, meals and other expenses will be less than the maximum per diem rate for official Federal Government travel.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

We will be flying coach class.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

There will be no entertainment provided.

25. I hereby *certify* that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.):

Signature of Travel Sponsor:

Name and Title: Caroline Kitchens, Federal Affairs Manager

Name of Organization: R Street Institute

Address: 1212 New York Ave NW, Suite 900, Washington DC 20005

Telephone Number: 202-862-5820

Fax Number:

E-mail Address: ckitchens@rstreet.org



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Washington, DC 20005
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R Street Congressional Delegation on Harm Reduction
London, United Kingdom
May 28-June 2, 2018

Senate Invitees

1. Andi Fristedt, Deputy Director, Health Policy for Senate Health, Education, Labor and Pensions Committee (Minority staff)
2. Margaret Coulter, Health Policy Adviser for Senate Health, Education, Labor and Pensions Committee (Majority staff)
3. Kristen Molloy, Legislative Assistant for Sen. Tim Kaine
4. Jaymi Light, Legislative Assistant for Sen. Todd Young
5. Garrett Boyle, Legislative Director for Sen. Lisa Murkowski
6. Joseph Avenel, Senior Policy Adviser for Sen. Ed Markey
7. Ansley Rhyne, Legislative Assistant for Sen. Marco Rubio
8. Alison Toal, Legislative Assistant for Sen. Cory Gardner
9. Rita Habib, Legislative Assistant for Sen. Michael Bennet
10. Kate Hunter, Legislative Assistant for Sen. Tim Scott
11. Andrea Mares, Legislative Aide for Sen. Martin Heinrich
12. Morgan Brand, Legislative Aide for Sen. Chuck Schumer
13. Megan DesCamps, Health Policy Advisor for Sen. Heidi Heitkamp

Itinerary

Monday, May 28

6:20pm Depart Washington DC (Flight # DL4383)

Tuesday, May 29

6:45am Arrive in London; Ground transportation to hotel
Hotel: Radisson Blu Edwardian Grafton
130 Tottenham Court Rd, Fitzrovia, London W1T 5AY, UK

2:00pm-5:00pm Meet with NHS England Addictions Clinical Academic Group
Lambeth Drug and Alcohol Treatment Consortium, Lorraine Hewitt House, 12/14
Brighton Terrace, Brixton, SW9 8DG
The delegation will meet with several practitioners and clinical experts with NHS England's Addictions Clinical Academic Group. We will also tour their onsite harm reduction clinic.

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10:00am-12:00pm Meet with Peter Hajek, Wolfson Institute of Preventive Medicine
Hotel Conference Room
Professor Peter Hajek is Director of Tobacco Dependence Research Unit at the Wolfson Institute of Preventive Medicine. Dr. Hajek will discuss his scientific research on tobacco harm reduction, including the "Maudsley Model", the



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withdrawal-oriented treatment for smokers that he developed which is now used across the UK Specialist Stop-Smoking Service and abroad.

Lunch

1:00pm-3:00pm Meet with Sarah Jakes and Gerry Stimson, New Nicotine Alliance UK
Hotel Conference Room
New Nicotine Alliance is a UK-based non-profit group that promotes and supports tobacco harm reduction.

3:00pm-4:30pm Meet with Christopher Russell, Centre for Substance Use Research
Hotel Conference Room
CSUR is a research agency studying substance use and abuse using qualitative and quantitative methods.

6:00pm-8:00pm Reception with City of London
Guildhall Basinghall Suite, Gresham St, London EC2V 7HH, UK

Friday, June 1

10:00am-12:00pm Meet with David Mackintosh, City of London
Guildhall Conference Room
David Mackintosh is the Head of Community Safety for the City of London and the Policy Adviser/Director to the London Drug and Alcohol Policy Forum.

2:00pm-4:00pm Lecture on addiction by Carrie Wade
Neuroscience of Addiction: Is it a Choice?
Hotel Conference Room
Dr. Carrie Wade, R Street's Director of Harm Reduction Policy, is a former drug-abuse researcher whose scientific background specializes in the biological mechanisms of opioid addiction. Her lecture will cover:
1. What is addiction, 2) what are the disruptions in addiction, 3) how does a neurobiological framework benefit diagnosis, treatment and recovery?

4:00pm-6:00pm Wrap-up Discussion
Hotel Conference Room
The delegation will reflect on the material presented during the trip and consider the benefits and potential challenges of applying harm-reduction approaches to public health in the U.S. context.

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Molloy, Kristen (Kaine)

From: Caroline Kitchens <ckitchens@rstreet.org>
Sent: Friday, March 23, 2018 9:13 AM
To: Molloy, Kristen (Kaine)
Cc: Carrie Wade
Subject: Invitation: R Street Harm Reduction Staffdel in London

Dear Kristen,

I hope this email finds you well. R Street is planning an educational visit for a select group of bipartisan Congressional staffers to go the United Kingdom to learn about harm reduction strategies in public health, and we would like to cordially invite you to be part of our delegation.

The trip will take place in London from Monday, May 28 through Saturday, June 2, 2018. The goal is to educate U.S. policymakers on harm-reduction philosophy and programs as a strategy to reduce the negative consequences associated with risk behaviors and addiction, with a special emphasis on opioids and tobacco use. As such, we will be meeting with British public health providers, clinical experts and civil servants to discuss the UK's unique regulatory approach. We will also be hosting a reception at the Houses of Parliament.

This trip is in accordance with Congressional ethics rules and will not be financed in any part by registered federal lobbyists or foreign agents. The memo attached includes more detailed information about the goals of the trip.

Please let us know if you may be interested, and we will send you the forms to get you started on next steps with Ethics. We would also be happy to come by your office to discuss the trip in person if it would be helpful. If you have questions, do not hesitate to reach out via email or by phone at 919-830-3140.

We hope you will be able to join us and look forward to hearing from you soon.

Best regards,
Caroline